

EXECUTIVE COMMITTEE

August 11, 2015

The Executive Committee of the Grant County Board of Supervisors met on Tuesday, August 11, 2015 at 9:00 a.m. in Room 266 of the Administration Building, Lancaster, WI.

The meeting was called to order by Chair John Beinborn. Other members present were Robert Keeney, Mike Lieurance, John Patcle, Gary Ranum, Donald Splinter, and Mark Stead. Therefore a quorum was present. Also in attendance were Joyce Roling, Nancy Scott, Dave Lambert, Lynda Schweikert, Jeff Anderson, Linda Gebhard, Marilyn Pierce, Jody Bartels, Tina McDonald, Lisa Riniker, Alan Brey and Jay Bennett of Johnson Block & Co., Joel Ingebritsen of TriCor Insurance, and Corporation Counsel Benjamin Wood.

Notice of the meeting was sent to the media and the amended agenda was posted in the Administration Building, Courthouse, and on the Grant County website.

Motion by Mark Stead, seconded by John Patcle, to approve the amended agenda. Motion carried without negative vote.

Motion by Gary Ranum, seconded by Donald Splinter to approve the minutes of the July 14, 2015 meeting. Motion carried without negative vote.

Motion by Mark Stead, seconded by Mike Lieurance, to accept the July Treasurer's Report. Motion carried without negative vote.

Jay Bennett reviewed the 2014 audit results, noting the County has a healthy fund balance. Nancy Scott reviewed the audit recommendations and response. Motion by Donald Splinter, seconded by Mark Stead to accept the 2014 Audit Report. Motion carried without negative vote.

The following 2016 Public Property and Information Technology requests were presented to the Committee:

Clerk of Court

Desk (1) \$ 800

Robert Keeney, seconded by Gary Ranum moved to approve and forward the request to the Public Property/I.T. Committee. Motion carried without negative vote.

County Clerk

Backup boiler for Courthouse \$34,000

Electrical outlet plug-in boxes (4) for courthouse grounds \$ 1,000

Refrigerator/freezer for Administration break room \$ 600

Postage machine lease for Administration/Courthouse \$ 3,264

Total \$38,864

Motion by Mark Stead, seconded by Robert Keeney, to approve and forward the request to the Public Property/I.T. Committee. Motion carried without negative vote.

Treasurer

Desktop Computers (3) \$ 2,400

Monitors (4) \$ 832

Annual GCS subscription for software updates/support	<u>\$12,730</u>
Total	<u>\$15,962</u>

Motion by John Patcle, seconded by Robert Keeney to approve and forward the request to the Public Property/I.T. Committee. Motion carried without negative vote.

Finance

Annual Springbrook maintenance/support	\$22,993
Springbrook Online Employee Self-Service module	
One-time set-up	\$ 4,800
Annual subscription/license	<u>\$ 6,680</u>
Total	<u>\$34,473</u>

Motion by Gary Ranum, seconded by Mike Lieurance to approve and forward the request to the Public Property/I.T. Committee. Motion carried without negative vote.

Personnel

Springbrook Human Resource module	
One-time license and set-up	\$13,050
Annual maintenance/support	\$ 1,573
Springbrook Online Applicant Tracking module	
One-time set-up	\$ 4,800
Annual subscription/license	<u>\$ 6,680</u>
Total	<u>\$26,103</u>

Motion by Robert Keeney, seconded by Gary Ranum, to approve and forward the request to the Public Property/I.T. Committee. Motion carried without negative vote.

Register of Deeds

Annual GCS Document Indexing Maintenance	\$ 3,490
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Motion by John Patcle, seconded by Mark Stead, to approve and forward the request to the Public Property/I.T. Committee. Motion carried without negative vote.

District Attorney

Printer for Victim Witness Coordinator	\$ 400
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Motion by Donald Splinter, seconded by Robert Keeney, to approve and forward the request to the Public Property/I.T. Committee. Motion carried without negative vote.

Motion by Mark Stead, seconded by Gary Ranum, to recommend to the County Board approval of \$6,000 from the General Fund for Lean training. Motion carried without negative vote.

Nancy Scott updated the Committee on the progress of the 2016 budget. The Department of Revenue has confirmed the utility tax aid received by the County in 2016 will be reduced by \$134,505 from the closing of the Stoneman plant at Cassville. If the second plant closes before the end of 2015, there will be an additional reduction of \$128,533. That reduction will be delayed to 2017 if the closing occurs after the end of the year. Motion by Gary Ranum, seconded by Donald Splinter, to accept the Director's Report.

Employee Relations

Staffing Update: Current staffing figures as of August 8, 2015, are as follows:

Full time Benefit	279
Regular Part time Benefit	112
Part time	61
Limited term and seasonal	97
TOTAL	549

Joyce Roling and Joel Ingebritsen, from TriCor presented the Dean and Medical Associates Health Insurance plan design proposal effective January 1, 2016. The proposal is to increase the deductible from \$2000/\$4000 to \$5,000/\$10,000 with the county taking the additional risk. The employee portion of the deductible will remain the same. There would be an approximate savings of \$322,188. Gary Ranum, seconded by Robert Keeney, moved to proceed with the plan design change. Motion carried without negative vote.

The committee discussed the full time IT Technician position request. The department heads support the additional IT Technician as discussed at the budget workshop. Gary Ranum, seconded by John Beinborn, moved to approve the request at a fiscal impact of \$59,000 effective January 1, 2016. Motion carried without negative vote.

Mike Lieurance, seconded by Donald Splinter, moved to accept the director's report. Motion carried without negative vote.

Robert Keeney, seconded by John Patcle, moved to go into closed session per state statute 19.85(1) (f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Motion carried without negative vote.

Motion by John Patcle, seconded by Donald Splinter, moved to return to open session. Motion carried without negative vote.

Based on the recommendation in the Johnson Block & Co., Inc. Audit Report, Gary Ranum, seconded by Robert Keeney, moved to direct the Grant County Finance Director/Auditor to review and audit the Highway Department financial processes and procedures and to bring a recommendation back to the Executive Committee. Motion carried without negative vote.

Mark Stead, seconded by John Patcle, moved to adjourn to September 8, 2015, at 9:00 a.m. Motion carried without negative vote.